

TOWNSHIP OF MILLSTONE
Meeting Room
215 Millstone Road
Millstone Township, NJ 08535

DRAFT
**TOWNSHIP COMMITTEE
RE-ORGANIZATION AGENDA
JANUARY 3, 2018 @ 7:00 pm**

Municipal Clerk Maria Dellasala calls the meeting to order at ____ p.m. followed by Flag Salute and a moment of Silence.

STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.

I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL NOTICE OF MEETINGS WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE TRENTON TIMES, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 27, 2018.

Oath of Office administered to Committeemen Fiore Masci and Michael Kuczinski.

ROLL CALL: C/Dorfman ____, C/Grbelja ____, C/Kinsey ____, C/Kuczinski ____, C/Masci ____.

Municipal Clerk Maria Dellasala asks for a motion for Mayor:

C/____ nominates C/____ as Mayor for the year 2018, Second by C/____.

VOTE: C/Dorfman ____, C/Grbelja ____, C/Kinsey ____, C/Kuczinski ____, C/Masci ____.

C/____ nominates C/____ for Deputy Mayor, second by C/____.

VOTE: C/Grbelja ____, C/Kinsey ____, C/Kuczinski ____, C/Masci ____, C/Dorfman ____.

Statement by newly appointed Mayor:

**RESOLUTIONS: CONSENT RESOLUTION POSTED ON BULLETIN BOARD.
ALL MATTERS LISTED UNDER ITEM “CONSENT AGENDA” ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.**

- 18-01 Resolution Appointing Professionals for 2018: Township Attorney (Robert Munoz), Michael B. Steib, P.A. Special Counsel for Mt. Laurel Proceedings, Township Auditor (– Robert W. Allison), Township Planner (Fred Heyer), Township Prosecutor (Susan L. Solda De Simone, Esq.), Township Bond Counsel (John D. Draikiwicz), Township Public Defender (Raymond Raya), Township Alt. Public Defender (Judith G. Amorski, Esq.), Township Bankruptcy Counsel (James Aaron), and Affordable Housing Administrator (Donna Blaze)
- 18-02 Resolution Appointing Deputy Municipal Clerk (Kathleen Hart)

- 18-03 Resolution Appointing Registrar (Kathleen Hart) and Deputy Registrar of Vital Statistics (Lorraine Maher) and Alternate Registrar (Maria Dellasala)
- 18-04 Resolution Appointing Purchasing Agent (Amanda Salerno)
- 18-05 Resolution Appointing Public Agency Compliance Officer (Amanda Salerno)
- 18-06 Resolution Appointing Treasurer (Amanda Salerno)
- 18-07 Resolution Appointing Construction Department Appointments: Fire Protection Inspector (Michael Martin), Plumbing Inspector, (Dennis Gibson), Building Inspector (Michael Martin) and Electrical Inspector (Jeremy Kuipers)
- 18-08 Resolution Appointing Code Enforcement Officer (Dan Specht)
- 18-09 Resolution Appointing Purchasing Official (Maria Dellasala)
- 18-10 Resolution Appointing Recycling Coordinator (Dan Specht)
- 18-11 Resolution Appointing Community Development Representative (Maria Dellasala & Lorraine Maher)
- 18-12 Resolution appointing Township Qualified Purchasing Agent (Maria Dellasala)
- 18-13 Resolution Appointing Members to the Millstone Township Veteran's Memorial Council
- 18-14 Resolution Appointing Middlesex County JIF Representative (Maria Dellasala & Kathleen Hart)
- 18-15 Resolution Appointing 911 Coordinator (Michael Kuczinski)
- 18-16 Resolution Appointing OEM Coordinator (Michael Kuczinski)
- 18-17 Resolution Appointing the Class III Member to the Millstone Township Planning Board (Nancy Grbelja)
- 18-18 Resolution Appointing Members to the Open Space and Farmland Preservation Council
- 18-19 Resolution Appointing Members to the Agricultural Advisory Council
- 18-20 Resolution Appointing Monmouth County Agriculture Development Board Representative for 2018 (Tom Dancer)
- 18-21 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 18-22 Resolution appointing Municipal Court Judge
- 18-23 Resolution Appointing Violations Clerk (Dawn Wattai)
- 18-24 Resolution Authorizing the Appointment of Individuals to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 18-25 Resolution Authorizing Inter-local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 18-26 Resolution Appointing COAH Representative (Fred Heyer)
- 18-27 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging (Margaret Patterson)
- 18-28 Resolution Appointing Local Historian (Joann Kelty)
- 18-29 Resolution Adopting the Temporary Budget
- 18-30 Resolution Adopting a Cash Management Plan
- 18-31 Resolution to Authorize the Continuation of Petty Cash Funds
- 18-32 Resolution to Establish Official Depositories for Township Funds
- 18-33 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 18-34 Resolution to Authorize Tax Collector to Hold Tax Sale
- 18-35 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 18-36 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 18-37 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 18-38 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 18-39 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation

- 18-40 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
- 18-41 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 18-42 Resolution Authorizing Contract with Eastern Armored Services Inc
- 18-43 Resolution Authorizing Recreation Registration Payments via Internet via Authorized.net LLC
- 18-44 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 18-45 Resolution Authorizing Deer Carcass Removal as per Monmouth County Contract F-95-2012
- 18-46 Resolution Awarding Contract for Municipal Court Security
- 18-47 Resolution Appointing Conflict Municipal Court Judge
- 18-48 Resolution Authorizing Shared Services Agreement Between Millstone Township and Millstone Township Board of Education for Uploading BOE Meeting to Township Website
- 18-49 Resolution Authorizing State Contract Purchase for Unleaded Gasoline and Diesel Fuel as per State Contact No. T0083/T1845
- 18-50 Resolution Authorizing the Tax Collector to Charge a fee for the Issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 Pubic Laws of 1997
- 18-51 Resolution Extending Contract For Curbside Pickup Of Recyclable Material For 2018
- 18-52 Resolution Authorizing Shared Services Agreement Between Millstone Township Board of Education And Millstone Township for Equipment/Vehicle Maintenance for 2018
- 18-53 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified Recycling Reporting Services
- 18-54 Resolution Authorizing Final Change order No. 1 Re: Millstone Park Improvements, Phase 1B Concession Building
- 18-55 Resolution Authorizing Contract with Action Data Services

Motion to adopt/table, Moved _____, Second _____, (Committee Discussion) VOTE: C/Kuczinski _____, C/Masci _____, C/Dorfman _____, C/Grbelja _____ C/Kinsey _____.

APPOINTMENTS TO BE MADE BY THE MAYOR

1. Mayor’s appointments to the Millstone Township Environmental Commission
2. Mayor’s appointments to the Millstone Township Planning Board
3. Mayor’s appointments to the Millstone Township Board of Adjustment
4. Mayor’s appointments to the Millstone Township Recreation Commission
5. Mayor’s appointments to the Millstone Township Historic Preservation Commission

COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2018:

<u>Liaison of Dept. of Public Works/Building and Grounds/Recycling</u>	<u>C/</u>
<u>Liaison of Finance</u>	<u>C/</u>
<u>Liaison of Health, Safety and Welfare</u>	<u>C/</u>
<u>Liaison of Community Newsletter/Web Site/Cable TV</u>	<u>C/</u>
<u>Liaison of Office of Emergency Management</u>	<u>C/</u>
<u>Liaison of Personnel</u>	<u>C/</u>
<u>Liaison to Board of Parks and Recreation Commission</u>	<u>C/</u>
<u>Liaison to County & State Agencies</u>	<u>C/</u>
<u>Liaison to Drug Alliance</u>	<u>C/</u>
<u>Liaison to Senior Citizens</u>	<u>C/</u>
<u>Liaison to Environmental Commission</u>	<u>C/</u>
<u>Liaison to Historic Preservation Commission</u>	<u>C/</u>
<u>Liaison to Board of Education</u>	<u>C/</u>
<u>Liaison to Economic Development Council</u>	<u>C/</u>
<u>Liaison to Municipal Court</u>	<u>C/</u>
<u>Liaison to Fire & First Aid</u>	<u>C/</u>

Liaison to AG Board _____ C/ _____

Statement by Committeemen/Committeewoman if they so desire:

TOWNSHIP COMMITTEE MINUTES:

- 1. Regular and Executive Session December 20, 2017

Motion to adopt/table, Moved C/_____, Second C/_____. (Committee Discussion)

VOTE: C/Grbelja _____.C/Kinsey _____, C/Kuczinski _____, C/Masci _____, C/Dorfman _____.

OTHER BUSINESS:

Rabies Clinics will be held on Saturday January 20, 2018, from 1:00 – 2:00pm at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ.

PRIVILEGE OF THE FLOOR:

Mayor _____ opens the meeting to the public at _____.

Mayor _____ closes the meeting to the public at _____.

Limited to 1/2 Hour

Mayor _____ and the Township Committee would like to wish everyone a Healthy and Happy New Year!

Please join us for some light refreshments.

Motion to adjourn: Moved C/_____, Second C/_____. © Time Out _____